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21 DEC 1973

OGC REVIEW
COMPLETED

MEMORANDUM FOR: Director of Central Intelligence

FROM : Inspector General

SUBJECT : Administrative Policies for Hardship Posts

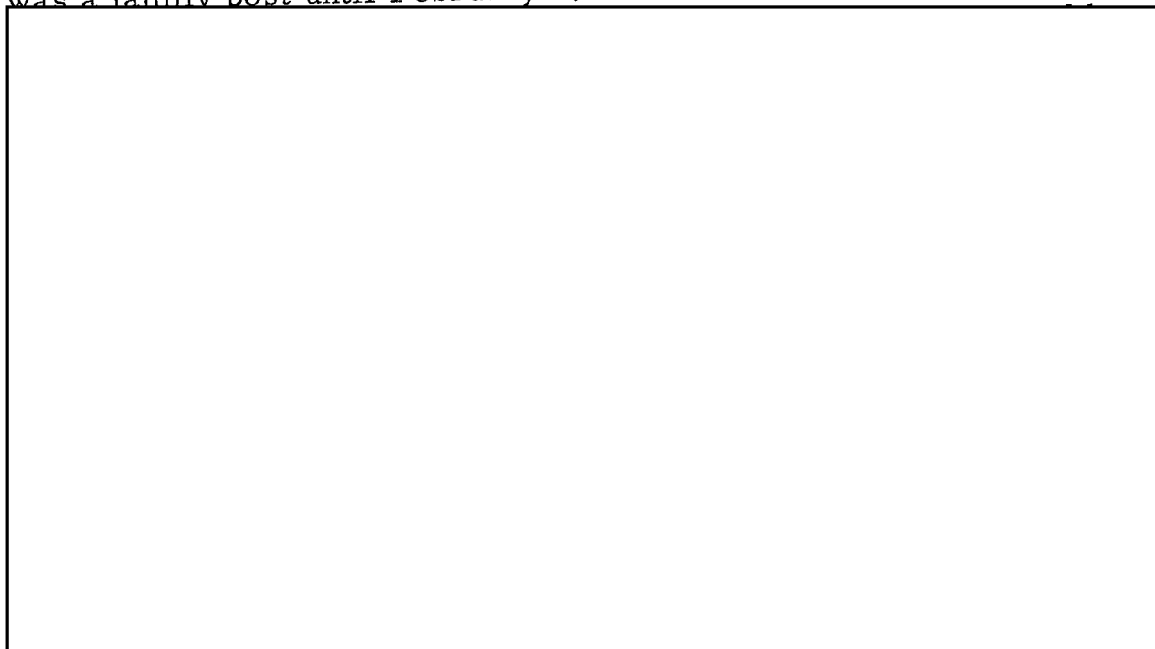
Action Requested

1. This memorandum contains a recommendation at paragraph 6 for your approval, to the effect that the DDO and OGC review Agency policy and practice for leave and related benefits allowed at non-family posts.

Background

2. This question arose as a result of complaints by single employees alleging discrimination in giving married employees leave privileges from Vietnam not extended to single employees. Vietnam was a family post until February 1965 when the decision was made to

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3. In March 1965 the Chief, FE Division established an administrative policy which included a mid-tour TDY to Headquarters for all personnel with dependents in the U.S. and one R&R trip for personnel without dependents. By 9 April the Agency policy had been changed to include mid-tour TDY for all personnel, married or single, and the annual leave restriction extended to 30 calendar days. Personnel who opted for mid-tour TDY were not eligible for any R&R travel.

4. In early October 1965 the Ambassador recommended increased and uniform benefits for all personnel serving in Vietnam. These recommendations did not include travel to the U.S. for single personnel and the Ambassador was not informed that we already extended this mid-tour privilege to single personnel. The Department did not approve the proposals submitted by the Ambassador and the Agency simply continued the policy of one mid-tour TDY for single personnel. Subsequently, the Mission established a new policy which included a family visitation program in accordance with recently enacted legislation. Under this program married employees were allowed two trips home during a tour of duty in Vietnam, for the purpose of visiting their families. Single personnel were not included in the Mission policy or in the legislation. Headquarters approved the adoption of the Mission family visitation program and authorized the Station to continue the mid-tour TDY policy for single employees. Instructions on the mid-tour TDY for single personnel emphasized that the practice was an Agency policy and should not be disclosed to other agencies, although it is not clear just what practice the other agencies did follow.

Staff Position

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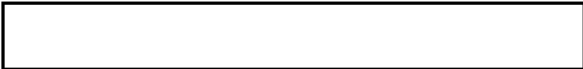
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could be the basis for Agency policy at any non-family post. In view of this we feel it is important to establish the legal base for our policy.

Recommendation

6. It is recommended that a comprehensive study be undertaken by the DDO and OGC to establish the legal basis for Agency administrative policies covering leave and related benefits at non-family posts.

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Donald F. Chamberlain
Inspector General

CONCUR: s/ John S. Warner DATE: 28 MAR 1973
Office of General Counsel

APPROVED: _____ DATE: _____

DISAPPROVED: _____ DATE: _____

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